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DD/S 64-3895  
Executive Registry  
64-5307  
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27 JUL 1964

MEMORANDUM FOR: Executive Director-Comptroller

DD FORM 1  
FILE *Thomson 3*

Kirk:

John Richardson attended an interagency meeting on 2 July to discuss a special training program for U. S. officials being assigned to South Vietnam and review steps already taken to get such a program started. The idea grows out of an AID requirement to fill 300 vacant positions in the provincial areas of South Vietnam to bring them up to their total authorized strength of 703. AID feels these 300 people should have intensive training before being assigned and proposes that the training program be opened to other U. S. representatives being assigned there.

They plan a ten-month program to include area and country orientation, counterinsurgency, and intensive language training. Starting dates will be staggered at about six- or eight-week intervals, four classes a year, with a maximum of forty students per class, most of whom will represent AID. State plans to send forty a year, USIA will send seven a year, and CIA will enroll [redacted] Defense will rely on its own training. The Far East Division plans to fill the entire Agency quota, beginning with two students in the course which AID hopes to begin on 15 September, from among FE Division case officers.

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All nominees will be tested for language aptitude and expected to qualify in the upper one-third of the percentile scale. Trainees will be expected to achieve a limited working proficiency (S-2) which will enable them to meet normal social demands and limited office requirements.

John's Memorandum for the Record about the meeting is attached. In his last sentence he notes no date was set for a future meeting. Since the date of John's memorandum (7 July), we have heard no more about this program; but FE Division will be in contact with AID.

[redacted]

L. K. White

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Att: As stated

cc: DTR

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Excluded from automatic  
downgrading and  
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DTR 1543  
DTS 64-3741  
Executive Registry  
64-53071  
Administrative

7 July 1964

MEMORANDUM FOR: THE RECORD

SUBJECT : Inter-Agency Meeting on Special Training for  
Officials Assigned to Vietnam

REFERENCE : William Colby's Memorandum for the Record,  
subject: "Sullivan Committee Meeting, 19 June  
1964", dated 21 June 1964, paragraph 8

1. In accordance with paragraph 8 of reference memorandum, I attended on 2 July 1964 at the State Department an inter-agency meeting chaired by Mr. Thomas Beale, Deputy Assistant Secretary for Administration. The meeting was devoted to discussion of a special training program for U. S. officials being assigned to South Vietnam.

2. Beale introduced the discussion by stating that the purpose of the meeting was to review steps already taken toward the establishment of a special training program, mechanisms for conducting inter-agency coordination on this program, the facilities and probable participation of the several Agencies. After Beale's introductory comments, the principal substance of the meeting was carried by Mr. Arthur Hughes, Director, Office of Management Operations for FE, AID.

3. Hughes began his discussion by pointing out that AID has 703 T/O positions in Vietnam of which 404 have been filled. The remaining approximately 300 officials have had little orientation in field operations beyond the limits of their particular technical specialities. Almost all of these 300 officials will be assigned to the provincial areas of South Vietnam. Consequently, AID believes that an intensive training program is necessary for these officials and proposes that the training program include other U. S. representatives being assigned to South Vietnam.

4. Hughes said that AID envisages a 10-month training program comprising three weeks orientation on Southeast Asia, three weeks orientation on Vietnam, three weeks parent agencies orientation, four to six weeks at Ft. Bragg for counterinsurgency orientation with U. S. and Vietnamese army officers, and six months Vietnamese language study at the Foreign Service Institute. It was generally agreed that the language training should come at the end of the program.

5. Hughes pointed out that the Foreign Service Institute could take only about 40 students at a time. Consequently, training starts will be staggered with beginning dates likely to be 10 August, 15 September, December and March. Membership in the 10 August starting group has already been closed and is comprised of 15 Foreign Service and 5 AID Officers.

6. The State Department plan is to tentatively put as many as 40 Foreign Service Officers in this training program annually. USIA proposed to place seven of its officers annually in the program. Defense will probably rely on its own training programs. Based on information provided me by the FE Division, I stated that CIA would enroll [redacted] its officers annually. Hughes expressed the hope that CIA would be able to

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[redacted]  
[redacted] Comment: It is requested that the FE Division provide me with the necessary information to relay or, alternatively, make direct contact with Hughes on this matter.

7. During the discussion, State representatives pointed out that all officials nominated for this training program would be required to pass the FSI language aptitude test with a minimum score of 60. Normally, only one in eight applicants survives this test with the required minimum score. State is aiming at an S-2 language proficiency.

8. There will be inter-agency review of the training program curriculum. The expectation is that this training program will continue for several years although Hughes stated that AID would not, at this time, wish to commit itself formally beyond a one-year program. The point was made that guest speakers and information resources will be needed from all participating agencies. No date was set for a future meeting.

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CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
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1	Executive Director-Comptroller 7 D 59 HQ	<i>LBK</i>	<i>28 July</i>
2			
3	Deputy Director for Support 7 D 18 HQ		<i>VT</i>
4			
5	<i>File</i>		
6			
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